



**HUMAN RESOURCES OFFICE  
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 05-63

20 Dec 05

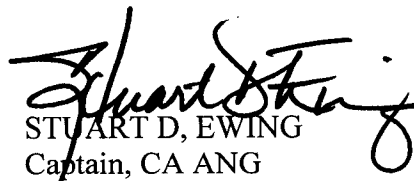
**ADMINISTRATIVE ORDERS REQUIREMENTS FOR AIR NATIONAL GUARD ACTIVE  
GUARD RESERVE (AGR) ORDERS**

1. In accordance of ANGI 33-101, paragraph 36.2, the following information must be provided for inclusion on tour orders for members serving in permanent, indefinite, or temporary AGR tours:

- a) Unit Manpower Document (UMD) Active PAS Code
- b) Functional Account Code
- c) Position Description Number
- d) Position Title
- e) Authorized Military Grade
- f) Authorized Civilian Grade

2. Dependent Data Information will no longer be included or updated by the Directorate for Human Resources in the remarks section of the tour order. The Military Personnel Flight (MPF) is responsible in processing dependent information into Defense Enrollment Eligibility Reporting System (DEERS).

3. For additional information contact CMSgt Michael Hunt at DSN 466-3412 or (916) 854-3412; or SSgt Regina Santos at DSN 466-3355 or (916) 854-3355.

  
STUART D. EWING  
Captain, CA ANG  
Deputy Director for Human Resources

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